

Subject: Re: Westchester Town Center Financial Statement Transmittal
From: Rick Scott <rick.scott@lacity.org>
Date: 09/03/2015 06:24 AM
To: Donald Duckworth <duckworth.donald@gmail.com>
CC: Rosemary Hinkson <rosemary.hinkson@lacity.org>, Miranda Paster <miranda.paster@lacity.org>, Emelia Tso <emelia.tso@lacity.org>, Ellen Yuan <ellen.yuan@lacity.org>

Thank you Don.

Our records indicate that our office has still not received the BID's 2015 1st and 2nd quarter reports (due 4/30/15 and 7/31/15 respectively), the 2nd quarter newsletter and both the General Liability and Directors' & Officers' insurances expired on 8/27/15 and have not been renewed.

Please submit the reports and have the insurances renewed as quickly as possible.

Please contact me if you have any questions.

Thank you

On Wed, Sep 2, 2015 at 6:36 AM, Donald Duckworth
<duckworth.donald@gmail.com> wrote:

Attached is the referenced document for your files. Let me know as we can assist further in any way. Thank you.

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Rick Scott
Neighborhood and Business Improvement District Division
Office of the City Clerk
213.978.1121 direct
213.978.1099 main
Fax 213.978.1130
Rick.Scott@lacity.org